



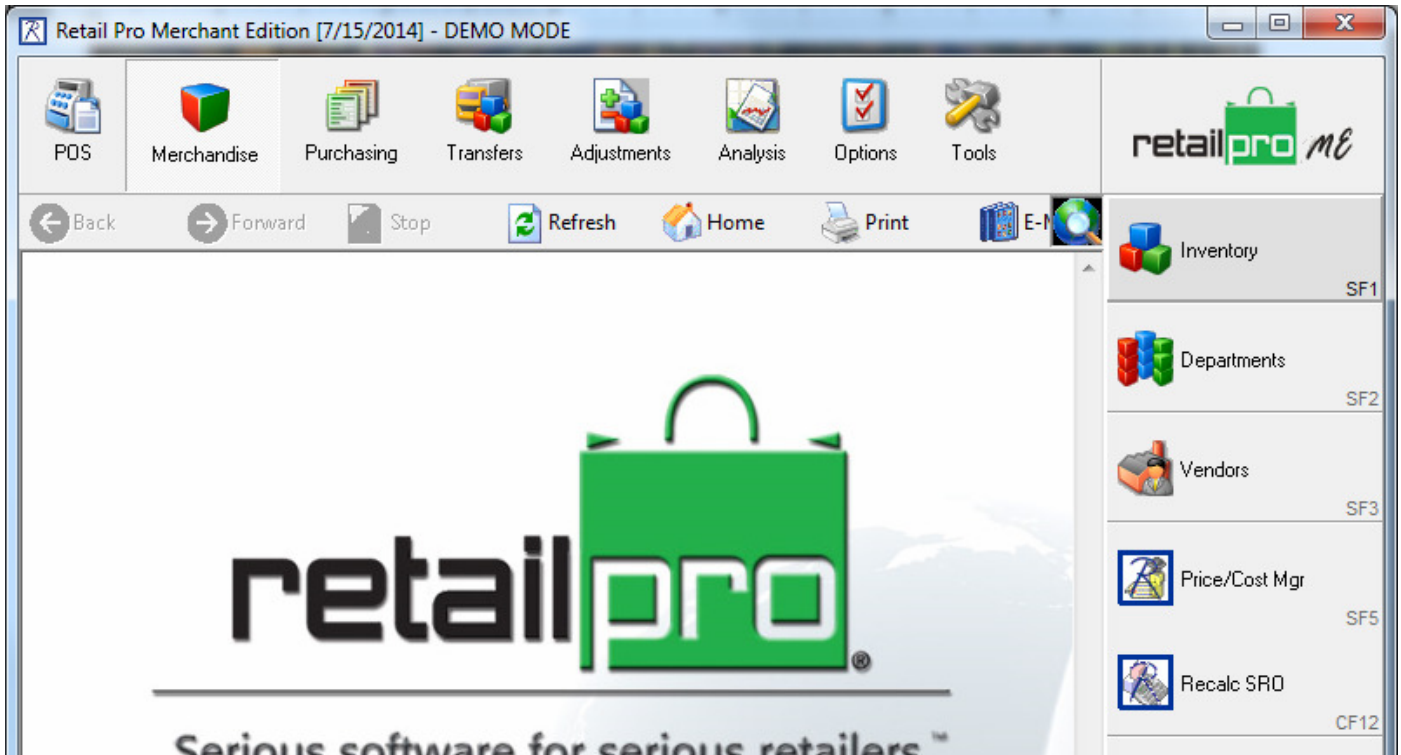
## Recalc SRO (V8) August, 2014

SRO stands for Sold, Received, and On Order. The SRO function is a tool that analyzes history and populates the results in the inventory screens. The SRO Tool populates Sold Qty, Rcvd Qty, and On Order Qty for Stores and for the Company. Those fields can be added to inventory screens and are viewable while selecting items for Purchase Orders.

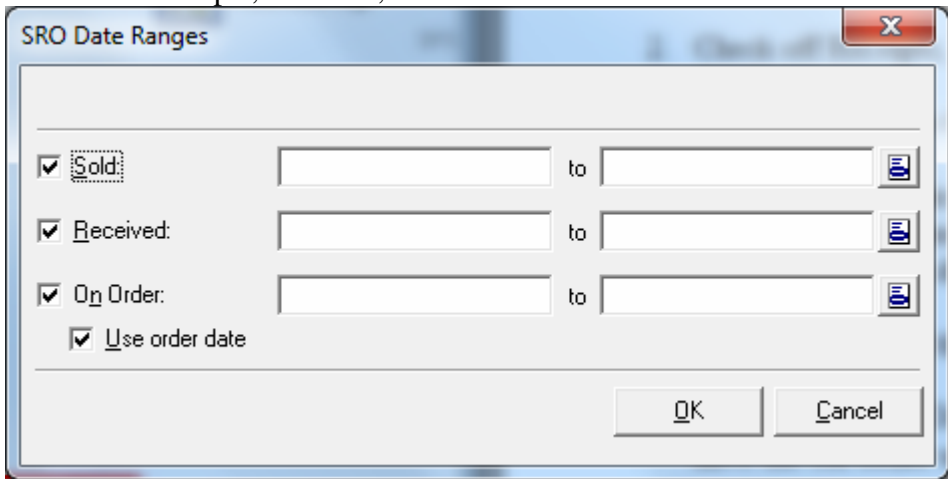
Retail Pro 8

From the main menu,

1. Select Merchandise > Recalc SRO.

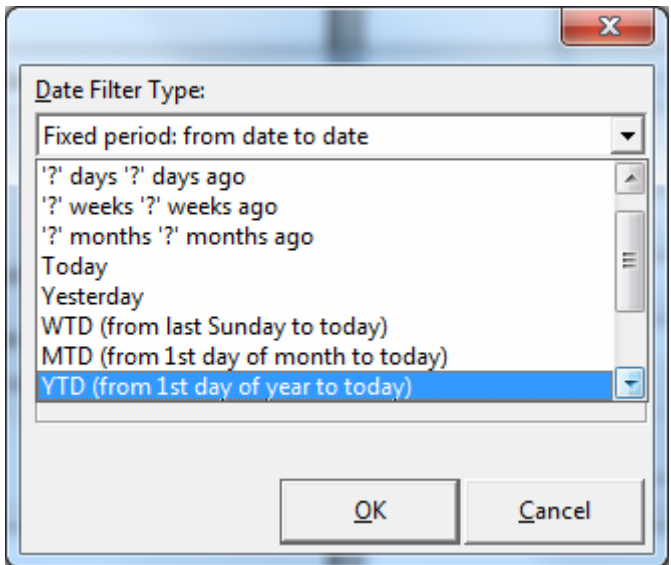


2. Check off Receipts, Voucher, and On Order.

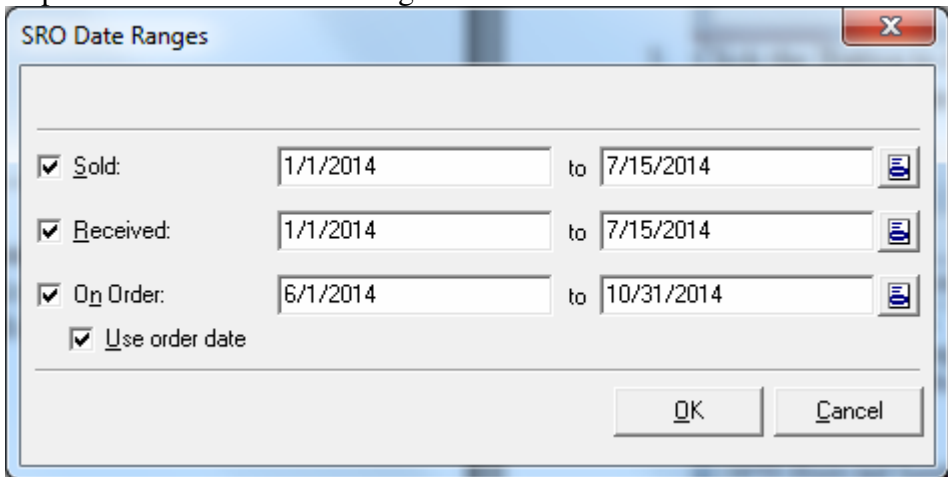


3. Click the Button to the right of the date field.

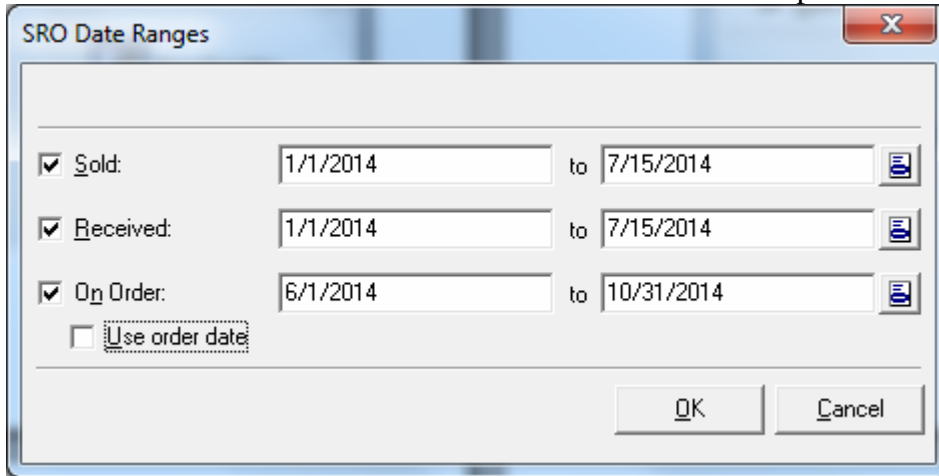
4. In the Dynamic date Filter, pull the drop down menu and select a date type and fill in the details as needed



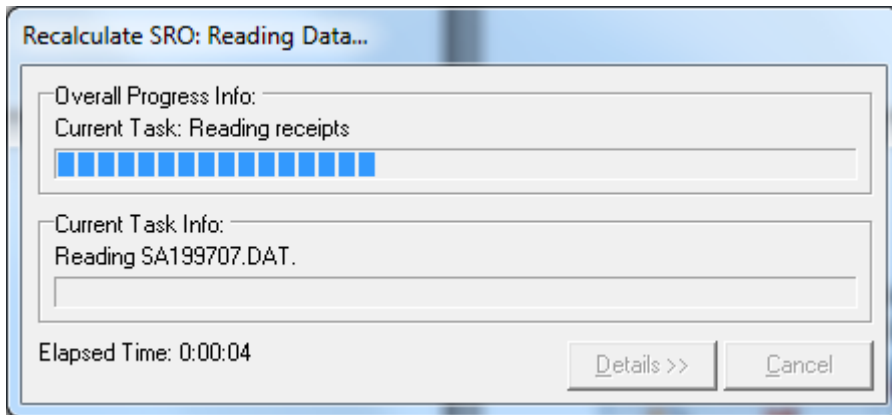
5. Repeat for each of the date ranges as needed.



6. Do not select Use Order Date to have the On Order us the Ship Date



7. Select OK



8. When it is complete, it will close

9. Select Merchandise > Inventory

The SRO Fields are now populated

Retail Pro Merchant Edition [7/15/2014] - DEMO MODE

Search: [ ] Inventory [BR]

Item #	Desc 1	Attr	Size	Qty	Cmp Qty	Min	Max	Cmp Min	Cmp Max	Cmp Sold	Str Sold	Cmp On Ord	Str On Ord	Cmp Rcvd	Str Rcvd
2106	DESKJET TONER C...	BLK		10	50	0	0	0	0	0	0	0	0	2	0
2107	WORLDPAY Paym...			10	50	0	0	0	0	93	0	1	0	83	0
2108	WORLDPAY Memb...			10	50	0	0	0	0	48	0	0	0	37	0
2109	WORLDPAY Set U...			10.00	50.00	0.00	0.00	0.00	0.00	561.00	0.00	2.00	0.00	9.00	0.00
2110	SOFTWARE ASSU...	2 YR		10	50	0	0	0	0	27	0	1	0	37	0
2111	HHP 3800R SCAN...			10	50	0	0	0	0	67	0	0	0	76	0
2112	HHP 3800R CABLE	UND		10	50	0	0	0	0	70	0	0	0	77	0
2113	APG VP 320 CAS...	14"		10	50	0	0	0	0	0	0	0	0	0	0
2114	APG Y SPLITTER ...			10	50	0	0	0	0	0	0	0	0	0	0
2115	Pwrdge 1430SC ...	80GB 1GB		10	50	0	0	0	0	18	0	0	0	18	0
2116	SECURED DIGITAL ...	1GB		10	50	0	0	0	0	1	0	0	0	3	0
2117	Pwr 2.0 PE2950 R...	80GB 1GB		10	50	0	0	0	0	1	0	0	0	1	0
2118	P4 Opti 3.4 745 Xb...	250G 1GB		10	50	0	0	0	0	15	6	0	0	8	0

10. You may not have the SRO fields on your screen. Use the page manager to add them:
  - a. Right Click the Coulmn Header and select Interface > Pager Manger

Inventory

Qty	Min	Max	Cmp Min	Cmp Max	Cmp Sold	Str Sold	Cmp On Ord	Str On Ord	Cmp Rcvd	Str Rcvd
50									2	0
50									83	0
50									37	0
50.0									9.00	0.00
50									37	0
50									76	0
50									0	0
50									77	0
50									0	0
50									0	0
50									18	0

- b. Locate the fields and double click them to move them above the line

Page Manager [Default]

Show Iabs      Pages Font: Arial, 12  
 Show Caption      Grid Font: Arial, 8  
 Show Shortcuts

Available Pages	Page Designer
Item Information	Cmp Max
Price / Cost	[Cmp Sold]
Quantities	[Str Sold]
Dates	[Cmp On Ord]
Misc Fields	[Str On Ord]
Lookup	[Cmp Rcvd]
	[Str Rcvd]
	[Rec #*]
	DCS*
	Vend Code*

Apply      Cancel